



March 8, 2011

NORTH AMERICAN VISITING TEACHERS IN SPAIN PROGRAM

APPLICATION

1. Introduction

The North American Visiting Teachers in Spain Program is an initiative by the Ministry of Education of Spain as part of a broader policy framework that pursues implementing and reinforcing the teaching of English as a foreign language on the one hand and the bilingual English –Spanish curriculum programs on the other, all over Spain.

This pilot program will be implemented experimentally in selected schools in Spain during the 2011-12 academic year and it will incorporate through a selection process native U.S. and Canadian English speaking teachers who will in turn help improve the quality of the English language teaching, adding on top a multicultural, international approach to the schools where they will be assigned.

With regard to the participating teachers, this program will provide them with a valuable Spanish culture immersion experience and will also help them grow professionally through the direct exposure to the Spanish education system for a full academic year. The program will also help reinforce the cultural and educational relations between both the United States/Canada and Spain.

2. Number of Positions and Distribution

The Ministry of Education of Spain will offer up to 60 teaching positions for the 2011-2012 academic year. The visiting teachers will be placed in either elementary or secondary schools spread throughout the Autonomous Communities of Spain. Please see the attached document for information on the teaching positions' profiles.

3. Candidate Selection

In order to best determine the adequacy of the candidates to the positions offered, the Education Office at the Embassy of Spain in Washington, D.C. will conduct a selection process based on both the evaluation of their application merits and a personal interview.

At the conclusion of this process, the Education Office will publish the list of selected teachers and the schools assigned to them.

Candidates that are not selected will be placed on a waiting list that will remain active until the beginning of the 2011-2012 academic year.



4. Minimum Requirements

- a. Be of United States or Canadian nationality
- b. Be free of illness that would impede teaching responsibilities
- c. Be a native speaker of English
- d. Hold a Bachelor's Degree from an accredited four year college/university.
- e. Possess an advanced level of Spanish proficiency
- f. Have at least two full academic years of teaching experience in grades K-12.

5. Additional Merits

The application package of each candidate will be evaluated in order to fairly carry out the selection of the candidates. The following criteria will be assessed:

- a. Complementary experience in language teaching or of other areas of study.
- b. Bilingual teaching experience or experience teaching English as a Second Language (ESL/ESOL)
- c. Knowledge of the Spanish education system
- d. Transcripts
- e. Knowledge of foreign language(s)

6. Application and Documentation

The candidates should submit their application electronically using the digital application, Profex, between March 15 and 30, 2011. Candidates should send the following documentation to the Education Office at the Embassy of Spain in Washington, D.C.:

- Résumé, in Spanish
- The one page application generated by the **Profex** online system at the time of submission. This page should be printed and signed by the candidate
- Copy of passport or, in its absence, copy of birth certificate
- Copy of university degree diploma(s)
- Letter of recommendation from their current employer (School District) or from the Regional Education Office in the case of current Language and Culture assistants in Spain
- Statement of purpose for participating in the program, in Spanish
- For United States candidates: a copy of their application for an FBI Criminal Background Check.

Additionally, to support their candidacy, the candidates may provide the following documentation:

- Official Transcript(s)
- Certificates of training in Spanish language didactics
- Certificates from courses or exams that verify the candidate's proficiency in the Spanish language and/or other foreign languages
- Any other training certifications that you would like to provide
- Any other university diplomas (MB, PhD)



7. Visas

Candidates selected to participate in this program will be citizens of the United States or Canada. These candidates will have to apply for a student visa at the Consulate General of Spain that is assigned to the candidate's state of residence. The Ministry of Education will provide the necessary support for this process.

8. Reception and Orientation of Selected Teachers

The Ministry of Education will organize an orientation course for the selected teachers that will take place at the beginning of September 2011. The orientation will also include speakers and representatives from the Autonomous Communities.

Said course will have a follow up portion in the corresponding assigned autonomous community of each teacher.

9. Duties

The visiting teachers will provide technical and teaching support to the departments and faculty in those educational centers where an English-Spanish bilingual or English as a foreign language program is in place.

According to the Yearly School Plan of the assigned school, the duties of the teacher may include:

- Collaboration and support of the department's responsibilities or with the team of teachers:
 - Lesson planning.
 - Adaptation and revision of the English-Spanish curriculum.
 - Preparation of materials
 - Participation in complementary activities
- Direct teaching to groups tutored by the classroom teacher
- Training activities for the faculty and student body in English language and North American culture

10. Working Conditions

The selected teachers will be assigned a teaching position for an initial period of one year from September 1, 2011 through August 31, 2012. They will receive a monthly salary of 2,000-2,500 euros, as well as be provided with health insurance for the duration of this period.

WEEKLY SCHEDULE

The teachers will have a 30-hour work week on-site at school. In addition to the teaching periods, this schedule may be dedicated to lesson planning, in-service training, or any other complementary teaching activity.

The 30 hour on-site work week will be comprised of both teaching hours and complementary hours.



There will be a maximum of 25 teaching periods if the teacher is assigned to an elementary school or of 22 periods if the teacher is assigned to a secondary school. These periods can be counted toward teaching and support of other teachers, etc.

Complementary hours include attending department or grade meetings as well as faculty meetings, conducting extra-curricular activities, parent teacher conferences and any other of the established activities listed in the Yearly School Plan that the principal deems appropriate.